



**Board of Trustees Meeting**  
**January 22, 2018**  
**4:30-5:30pm MST**  
**Minutes**

**Welcome and Call to Order**

Ross Braun

The meeting was called to order at 4:35pm MT.

Present: Ross Braun, Susan Becklenberg, Kim Berggren, Julie Broadway, Scott Carver, Moira Corcoran, Patti Coyle, Michael Kaufmann, Lili Kellogg, Ed Milford, Brandan Montminy  
Staff: Kathy Alm, Kandis Branum

**President's Comments**

Ross Braun

New Trustees connected to mentors

Lili Kellogg's mentor is Patti Coyle, Brandan Montminy's mentor is Susan Becklenberg, Ed Milford's mentor is Ross Braun.

B-1 Regional Conference attendance

Members of the board are encouraged to attend regional conferences. Please let Kathy know if you are attending a conference for conference knowledge and planning purposes and so Kandis can track board attendance. Either Kathy Alm or Jeff Kelling will be attending each regional conference. Ross Braun plans to attend regions 1, 4, 7, and 8.

B-2 Committee members

Susan Lutz will be added to the Programs & Standards Committee as she is the Membership Oversight Committee chair.

Motion to approve committee list with that addition: Lili Kellogg

Second: Scott Carver

Committee chairs and members approved.

**990**

Scott Carver

C-1 990 & C-1a 990-T

Motion to approve 990 and 990T: Julie Broadway

Second: Kim Berggren

Cheryl Graves and staff were thanked for their work. Donor names will be removed prior to posting on the association web site.

**Minutes**

Ross Braun

D-1 Minutes of November 9

D-2 Minutes of November 10

Motion to approve minutes of November 9 and 10, 2017: Michael Kaufmann

Second: Kim Berggren

Minutes approved.

**Board Goal Setting**

Julie Broadway

E-1 Goal Tracker

There were three goals designated for reporting in 2017. The first goal saw 100% participation from the board. The second did not fare as well with about 50% participation reported. The third goal was well-supported with near 100% participation reported.



#### E-2 Board Goal Setting

Julie Broadway presented a list of suggested 2018 goals for board members with the reminder that chosen goals should be SMART (specific, measurable, achievable, results-focused, and time-bound) and goals should support the mission and strategic plan. Suggestions were discussed and it was decided that Ms. Broadway will send the refined suggestions via email for further consideration before board approval at the March meeting.

#### **Trustee Conflict of Interest**

Ross Braun

Conflict of interest forms are completed annually by members of the board. Two trustees acknowledged potential conflicts – Ross Braun and Lili Kellogg. Mr. Braun is on the board for a PATH Intl. Premier Accredited Center (PAC) and Ms. Kellogg is the executive director of a PAC. Both will recuse themselves from any vote in their respective organizations if that vote would have any impact on PATH Intl. Mr. Braun asked the trustees if anyone wanted to update their conflict of interest forms. Trustees will review their conflict of interest responses to ensure transparency.

#### **Trustee Limitations Policy**

Ross Braun

F-1 Trustee Limitations policy

The draft document was reviewed. It was determined that further clarification was needed. The first sentence will be edited to read: “PATH Intl. Board of Trustees members, in their capacities as trustees are not authorized to engage...”

The document will be reviewed at the March board meeting.

#### **Statement on International Position**

Kathy Alm

G-1 International Statement

Ms. Alm presented a draft of the position document. Comments will be requested via email through the Director of Marketing, Kaye Marks. A new draft will be reviewed at the March board meeting.

#### **CEO Report**

Kathy Alm

H-1 Dashboard

H-2 CEO Report

H-3 PATH Intl. EAAT Participant Fund

Ms. Alm presented her CEO report and the staff dashboard.

The EAAT Participant Fund distribution guidelines will be changed to include adult participants.

Motion to approve: Patti Coyle

Second: Lili Kellogg

Guideline change approved.

#### **Finance**

I-1 Financials

Sue Becklenberg/Scott Carver

I-2, I-2a Projections

Motion to approve financials and projections: Susan Becklenberg

Second: Kim Berggren

Financials and projections approved.



**Governance**

Patti Coyle/Michael Kaufmann

J-1 LinkedIn ad

Michael Kaufmann stated that the LinkedIn advertisement for board/committee applicants has been successful and that due to restrictions and costs use must be limited. PATH Intl. will post on the web site and will publish in the eNews. He charged the trustees with performing individual outreach, both personally and via LinkedIn personal accounts.

Patti Coyle reminded the trustees that they will be invited to participate in the board evaluation survey in mid-February and asked to complete no later than March 1. Results will be reviewed at the May meeting.

**Consent Agenda**

Ross Braun

K-1 Exec. Comm. Minutes of 10.19.2017  
K-2 Finance Comm. Minutes of 10.17.2017  
K-3 Finance Comm. Minutes of 12.19.2017  
K-4 Gov. Committee Minutes of 10.19.2017  
K-5 Gov. Committee Minutes of 12.07.2017  
Motion to accept: Kim Berggren  
Second: Ed Milford  
Consent agenda accepted.

**Ambassador Stories**

All

Due to the length of the meeting, stories were deferred to the next meeting.

**Other Business**

All

Ross Braun reminded the board to complete background check authorizations and subsequent online forms.

**Next meeting**

Ross Braun

March 26, 2018

**Adjourn**

Ross Braun

Motion to adjourn: Kim Berggren & Michael Kaufmann  
The meeting was adjourned at 5:52pm MT.